

#### STEVE WESTLY California State Controller

#### NEGOTIATION AGREEMENT COUNTYWIDE COST ALLOCATION PLAN

County of Yuba Marysville, California Date:

April 2, 2003

Filing Ref:

YUB04

Pursuant to federal Office of Management and Budget (OMB) Circular A-87, the State Controller's Office formally approves the Countywide Cost Allocation Plan as described in Section I for use in the 2003-04 fiscal year. This approval is subject to the conditions contained in Section III.

Departmental indirect cost proposals should clearly identify those costs that have been distributed through Sections I and II of this agreement in accordance with the guidelines of the responsible grantor agency for that department. Further, data processing systems may be subject to grantor agency approval prior to the reimbursement of certain costs allocated, billed, or cost applied from the Data Processing Department.

#### SECTION I: COSTS DISTRIBUTED THROUGH COUNTYWIDE COST ALLOCATIONS

The indirect overhead and support service costs listed in **Schedule A** (attached) are formally approved as actual costs for the **2001-02** fiscal year and as estimated costs for the **2003-04** fiscal year on a "fixed with carry-forward" basis. These costs may be included as part of the costs of the county departments indicated effective **July 1, 2003**, for further allocation to federal grants and contracts performed by the respective county departments.

#### SECTION II: COSTS DISTRIBUTED THROUGH BILLING OR COST TRANSFER MECHANISMS

- 1. Employee Fringe Benefits
- 2. Building Use Allowance
- 3. Personnel
- 4. Auditor-Controller
- 5. County Counsel
- 6. Buildings and Grounds

- 7. Custodial Services
- 8. Administration Services
- 9. Information Technology
- 10. Automotive Services (ISF)
- 11. Sheriff Automobile Services (ISF)
- 12. Self Insurance (ISF)

In addition to Section I, which provides for services furnished but not billed, the services listed above are furnished and billed to state/local departments and agencies.

Direct charges from the above centers should be billed or cost applied in accordance with the procedures established by the county as described in its Countywide Cost Allocation Plan and may be included as part of the costs of the county departments indicated in Section I.

#### SECTION III: CONDITIONS

- A. LIMITATIONS: Use of the amounts contained in this Negotiation Agreement are subject to any statutory or administrative limitations and, when ultimately allocated to individual grants or contracts through the indirect cost proposals of each county department, are applicable only to the extent that funds are available. Acceptance of the amounts agreed to herein is predicated on the conditions: (1) that no costs other than those incurred by the county were included for distribution in its Countywide Cost Allocation Plan as finally accepted, and that such costs are legal obligations of the county and allowable under the governing cost principles, (2) that similar types of costs have been accorded consistent accounting treatment, and (3) that the information provided by the county that was used as the basis for acceptance of the amounts agreed to herein is not subsequently found to be materially incomplete or inaccurate.
- **B. CHANGES:** Fixed amounts contained in this Negotiation Agreement are based on the organizational structure and the accounting system in effect at the time the proposal was submitted. Significant changes in the organizational structure or changes in the method of accounting for costs that materially affect the amount of reimbursement resulting from use of the amounts in this Negotiation Agreement will require prior approval of the authorized representative of the responsible negotiation agency. Failure to obtain such approval may result in subsequent audit disallowances.
- C. FIXED AMOUNTS: The fixed amounts contained in Section I of this agreement are based on an estimate of the costs that will be incurred during the period to which the amounts apply. When the actual costs for this period are determined, any differences between the fixed costs used as an estimate and the actual costs will be considered in a subsequent agreement.

- **D. BILLED COSTS:** Charges for the services cited in Section II will be billed or cost applied in accordance with the procedures established by the county and recorded on the books of the cost center providing the service. Such charges will be based on the actual allowable costs, as defined by OMB Circular A-87, incurred by the cost center responsible for providing the service. Any differences between the billed allowable costs and the actual allowable costs for a particular accounting period will be considered in a subsequent agreement.
- E. NOTIFICATION TO STATE AND FEDERAL AGENCIES: Copies of this document will be provided to other state and federal agencies as a means of notifying them of this approval.
- F. SPECIAL REMARKS: None.

SECTION IV: ACCEPTANCE	
COUNTY OF YUBA	STEVE WESTLY CALIFORNIA STATE CONTROLLER
DEAN E. SELLERS  Name  Ausitor - Controller	Michael J. Havey Chief, Bureau of Payments
Title 4 - 7 - 03  Date	<u>4-10-03</u> Date
	Negotiated by Jay Lal

Telephone (916) 327-2284

cc: State and Federal Agencies

Attachment

## COUNTY OF YUBA, CALIFORNIA OMB A-87 COST ALLOCATION PLAN Allocated Costs by Department Consolidated

Summary page 1
Schedule A.001
FY 2001/ 2002

Central Svc Departments	0100 BD OF SUPVR			0800 ELECTIONS	1100 INSURANCE	1200 CAP IMPRVMT	1400 INDUST DEV	1500 SURVEYOR	1600 P/W ADMIN	1701 CLERK OF BD
BUILD USE ALLOW	\$3,242	\$5,892	\$6,501						\$8,194	\$469
EQUIP USE ALLOW	847	11,533	1,172	728		758				887
0101 MISC EXPEND	41	60	196	63			30	48	69	30
0901 UTILITIES	3,169	8,562	9,447						11,908	459
0300 PERSONNEL	1,428	1,428	5,427	1,142				286	1,713	571
0400 AUDITOR	956	937	3,031	866		110	162	326	1,012	500
0500 TREASURER	40					21			N.	
0700 CO COUNSEL	57,091	580	335	3,598					5,455	
0900 BLDG & GRND	3,097	6,096	6,641	(46)					8,679	511
0950 CUSTODIAL	3,650	6,153	6,789						8,558	528
1800 ADMIN SVCS	117	1,238	4,820	2,127		(43)				964
1900 INFO TECH		18,757	59,728	180						11,062
1700 CO ADMIN	15,171	888	3,098	854			275	502	1,039	413
									***	416.204
Total Allocated	\$88,849	\$62,124	\$107,185	\$9,512		\$846	\$467	\$1,162	\$46,627	\$16,394
Roll Forward	(4,573)	16,825	(31,309)	(845)	(12)	(2,431)	(2,170)	(757)	(9,633)	12,109
Proposed costs	\$84,276	\$78,949	\$75,876	\$8,667	\$(12)	\$(1,585)	\$(1,703)	\$405	\$36,994	\$28,503
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## COUNTY OF YUBA, CALIFORNIA OMB A-87 COST ALLOCATION PLAN Allocated Costs by Department Consolidated

Summary page 2
Schedule A.002
FY 2001/ 2002
(continued)

Central Svc Departments	2300 PUB DEFENDR			2520 DA MAJ NARC		2522 CHILD ABUSE		2600 CHLD SUPPRT	2700 SHERIFF	
BUILD USE ALLOW			\$5,410						415 500	
EQUIP USE ALLOW				120		1.4			\$17,529	
_		_	83	120		144			186	
0101 MISC EXPEND	199	5	319					722	1,430	39
0901 UTILITIES			5,287						17,132	
0300 PERSONNEL			5,427					23,135	30,846	571
0400 AUDITOR	15	31	4,551					14,737	18,483	545
0500 TREASURER			588					1,337	8,126	
0700 CO COUNSEL		167	1,213						21,485	
0900 BLDG & GRND			3,528					(930)	18,980	
0950 CUSTODIAL			6,091					(22,892)	19,737	
1800 ADMIN SVCS			2,862					36,279	33,217	
1900 INFO TECH			23,087					74,813	165,565	
1700 CO ADMIN	1,809	45	4,214					12,155	20,874	496
Total Allocated	\$2,023	\$248	\$62,660	\$120		\$144		\$139,356	\$373,590	\$1,651
Roll Forward	(3,653)	(6,590)	13,276	(626)	(1,176)	(3,119)	(1,695)	39,208	133,807	(1,358)
Proposed costs	\$(1,630)	\$(6,342)	\$75,936	\$(506)	\$(1,176)	\$(2,975)	\$(1,695)	\$178,564	\$507,397	\$293
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## COUNTY OF YUBA, CALIFORNIA OMB A-87 COST ALLOCATION PLAN Allocated Costs by Department Consolidated

Summary page 3
Schedule A.003
FY 2001/ 2002
(continued)

Central Svc	2703 SHER	2710	2900	3000 JUV	3100	3101/09	3110	3114 VAWSPU	3115 V.W.	3116
Departments	C-CAP	SHERIFF GUN	JAIL	HALL	PROBATION	VICT WIT	PROB-R&R	PROB	ELDER	J.A.I.B.G.
BUILD USE ALLOW			\$164,603	\$14,322	\$8,470	\$(5,747)				
EQUIP USE ALLOW		412		567	5,962		1,706			
0101 MISC EXPEND			1,156	486	515	164	. 43	23	. 8	10
0901 UTILITIES			487,424		8,278	9,615				
0300 PERSONNEL			19,422	18,565	12,853	6,569	1,428			286
0400 AUDITOR			12,142	10,787	6,928	5,345	925	165	117	270
0500 TREASURER			1,155	871	40	121				
0700 CO COUNSEL					671					
0900 BLDG & GRND			179,242	(2,394)	9,217	705				
0950 CUSTODIAL			185,334	20,252	9,538					
1800 ADMIN SVCS			7,429	3,740	5,592	5,804	1,073			
1900 INFO TECH			1,417	10,100	67,954	100,860				
1700 CO ADMIN			15,205	8,913	7,890	3,085	734	212	68	156
Total Allocated		\$412	\$1,074,529	\$86,209	\$143,908	\$126,521	\$5,909	\$400	\$193	\$722
Roll Forward		1	477,516	19,160	41,430	86,469	416	39	15	654
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Proposed costs		\$413	\$1,552,045	\$105,369	\$185,338	\$212,990	\$6,325	\$439	\$208	\$1,376
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# COUNTY OF YUBA, CALIFORNIA OMB A-87 COST ALLOCATION PLAN Allocated Costs by Department Consolidated

Summary page 4
Schedule A.004
FY 2001/ 2002
(continued)

Central Svc	3117 CRIME	3130 JUV	3150	3151	3300 DRAIN	3400 AG	3500 BLDG	3700 JUV	4100 PUB	4200 EMER
Departments	PREVE	DRUG CT	PROB-FAMILY	PROB-CHILD	DITCH	COMM	INSPEC	TRAFFIC	GUARD	svcs
BUILD USE ALLOW						\$5,742	\$1,667			\$1,552
EQUIP USE ALLOW						5,250	6,458		34	867
0101 MISC EXPEND	37		30		175	250	99	3	26	87
0901 UTILITIES						8,344	2,421			1,517
0300 PERSONNEL	286					2,571	1,999		571	1,713
0400 AUDITOR	353		361		36	1,597	1,296	40	498	1,262
0500 TREASURER			40		21		142			324
0700 CO COUNSEL						761	13,528		24,670	1,251
0900 BLDG & GRND						6,082	1,639			1,690
0950 CUSTODIAL						5,996	1,741			1,748
1800 ADMIN SVCS						2,695	4,258	209	191	2,540
1900 INFO TECH						12,565	17,525		5,410	7,966
1700 CO ADMIN	403		268		1,592	2,891	1,386	28	378	1,209
										·
Total Allocated	\$1,079		\$699		\$1,824	\$54,744	\$54,159	\$280	\$31,778	\$23,726
Roll Forward		(32)	(715)		(1,904)	11,441	28,717	(1,812)	(20,933)	(511)
,										
Proposed costs	\$1,079	\$(32)	\$(16)		\$(80)	\$66,185	\$82,876	\$(1,532)	\$10,845	\$23,215
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# COUNTY OF YUBA, CALIFORNIA OMB A-87 COST ALLOCATION PLAN Allocated Costs by Department Consolidated

Summary page 5
Schedule A.005
FY 2001/ 2002
(continued)

Central Svc	4300	4400 ANIMAL	4500	4700	4720	4800 ENV	4900 REFUSE	5000 5200/5300	5400 GEN
Departments	PLANNING	CNTL	LAFCO	HEALTH	HEALTH/CMSP	HEALTH	DISP	BI-CO M/H W/F	RELIEF
								•	
BUILD USE ALLOW	\$1,472	\$3,853				\$5,606			
EQUIP USE ALLOW		4,595	38	639		789			
0101 MISC EXPEND	77	106		1,621	26	h.	1	13,275	2
0901 UTILITIES	2,139					8,147			
0300 PERSONNEL	1,142	1,999		12,720				34,951	
0400 AUDITOR	791	1,405	17	22,470	10	•	13	58,278	
0500 TREASURER		21		6,870				3,751	
0700 CO COUNSEL	3,366		2,347	1,534		1,753		891	
0900 BLDG & GRND	1,525	(42)		155		5,896		1,080	
0950 CUSTODIAL	1,537			(37,882)		5,855		(91,522)	
1800 ADMIN SVCS	2,529	2,186	(1)	14,479		1,052		57,506	
1900 INFO TECH		2,465		104,365		3,187		441,723	
1700 CO ADMIN	976	1,449	2	20,944	240		9	139,319	16
Total Allocated	\$15,554	\$18,037	\$2,403	\$147,915	\$276	\$32,285	\$23	\$659,252	\$18
Roll Forward	(24,007)	(7,219)	672	67,689	(1,744)	900	1	281,178	(1)
Proposed costs	\$(8,453)	\$10,818	\$3,075	\$215,604	\$(1,468)	\$33,185	\$24	\$940,430	\$17
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## COUNTY OF YUBA, CALIFORNIA OMB A-87 COST ALLOCATION PLAN Allocated Costs by Department Consolidated

Summary page 6
Schedule A.006
FY 2001/ 2002
(continued)

Central Svc	5500	5800 BI-CO	6000	6001	6700	7000 CRIM	FD103	7105	7106	7700
Departments	YCCFC	VETS	LIBRARY	LITERACY PR	HOUSING	JUST	SUPERIOR C	COMMISSIONE	FACILITATOR	ST&TR-PROB
BUILD USE ALLOW			\$21,071		\$2,482		\$30,489			
EQUIP USE ALLOW			10,049	2,132			2,201			
0101 MISC EXPEND	132	32	105	30	68		887	51	. 19	5
0901 UTILITIES			44,180		3,606		31,421			
0300 PERSONNEL	857	857	4,284		1,713		17,422			
0400 AUDITOR	1,525	713	2,601	428	857	68	26,265	173	82	574
0500 TREASURER	21	121	61	40			1,945		21	142
0700 CO COUNSEL	537		1,818		38		13			
0900 BLDG & GRND	145		31,137		2,629		38,122	473		
0950 CUSTODIAL			33,225		2,592		4,946	(915)		
1800 ADMIN SVCS	719	364	852	3,832	3,002		1,684			
1900 INFO TECH	180	361	11,242		1,864		595			
1700 CO ADMIN	1,408	502	1,990	273	1,032		8,375	461	170	45
			*********							
Total Allocated	\$5,524	\$2,950	\$162,615	\$6,735	\$19,883	\$68	\$164,365	\$243	\$292	\$766
Roll Forward		(16,833)	67,384	3,592	4,639	(2,858)	11,399	(846)	(1,658)	(1,382)
Proposed costs	\$5,524	\$(13,883)	\$229,999	\$10,327	\$24,522	\$(2,790)	\$175,764	\$(603)	\$(1,366)	\$(616)
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## COUNTY OF YUBA, CALIFORNIA OMB A-87 COST ALLOCATION PLAN Allocated Costs by Department Consolidated

Summary page 7
Schedule A.007
FY 2001/ 2002
(continued)

Central Svc Departments	7800 ST&TR-SHER	7900 ST&TR-JVHAL	8000 COM ACTION	•		8300 SPEC AVIATN	8400 HEALTH PLAN	8500 WORKRS COMP	8600 GEN INS	8700 UNEMPL INS
BUILD USE ALLOW										
EQUIP USE ALLOW										
0101 MISC EXPEND	10	2	5	56		2	1,087	281	11	4
0901 UTILITIES										
0300 PERSONNEL							20,595	25,162	4,051	6,754
0400 AUDITOR	478	276	' 347	1,916		194	(612)	(137)	(435)	(703)
0500 TREASURER	102	102	142	486		21	102			
0700 CO COUNSEL				825			3,261			307
0900 BLDG & GRND										
0950 CUSTODIAL										
1800 ADMIN SVCS			110	341			2,235	1,169	(7)	208
1900 INFO TECH				19,990						
1700 CO ADMIN	89	19	47	924		21	9,877	2,560	99	40
Total Allocated	\$679	\$399	\$651	\$24,538		\$238	\$36,545	\$29,035	\$3,719	\$6,610
Roll Forward	(1,566)	(621)	(3,509)	4,615	(4,755)	(172)	(2,629)	(6,286)	(782)	2,438
Proposed costs	\$(887)	\$(222)	\$(2,858)	\$29,153	\$(4,755)	\$66	\$33,916	\$22,749	\$2,937	\$9,048
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#### COUNTY OF YUBA, CALIFORNIA OMB A-87 COST ALLOCATION PLAN Allocated Costs by Department Consolidated

Summary page 8
Schedule A.008
FY 2001/ 2002
(continued)

Central Svc	8800	8900 DRUG	9000 F1SH	9100/04	9300	9400 SHERIF	9500	9501/04	9600 AUTO	9700 YUBA
Departments	LIAB INS	GRANT	& GAME	P/W	SHORT-TERM	OTUA	AIRPORT	EDBG	svcs	CO RDA
BUILD USE ALLOW										
EQUIP USE ALLOW						6,357				
0101 MISC EXPEND	61	52	1	1,069	73	57	39	74	2	
0901 UTILITIES										
0300 PERSONNEL	15,486	286		11,424			864			
0400 AUDITOR	(472)	927	259	9,432	314	828	2,766	810	842	185
0500 TREASURER	121	202		4,661			1,723	81	202	
0700 CO COUNSEL	17,212						864			167
0900 BLDG & GRND				(143)			(163)			
0950 CUSTODIAL										
1800 ADMIN SVCS	548			4,049			18,712			
1900 INFO TECH			481	21,342			722			
1700 CO ADMIN	551	541	5	12,431	665	516	558	669	40	
•										
Total Allocated	\$33,507	\$2,008	\$746	\$64,265	\$1,052	\$7,758	\$26,085	\$1,634	\$1,086	\$352
Roll Forward	52,388	(1,766)	211	(11,670)	(227)	(66,628)	(58,297)	(1,582)	(7,512)	(148)
							·		••	
Proposed costs	\$85,895	\$242	\$957	\$52,595	\$825	\$(58,870)	\$(32,212)	\$52	\$(6,426)	\$204
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#### COUNTY OF YUBA, CALIFORNIA OMB A-87 COST ALLOCATION PLAN Allocated Costs by Department Consolidated

Summary page 9
Schedule A.009
FY 2001/ 2002
(continued)

Central Svc Departments	9901 F.R. AQMD		SCHOOLS	SPECIAL		OTHER	Subtotal	Direct	Unallocated	Total
·	AQMD			DISTRICT				Billed	•	
BUILD USE ALLOW	\$2,815		\$7,328	\$8,350		\$9,932	\$331,244	\$7,920		\$339,164
EQUIP USE ALLOW							64,514			64,514
0101 MISC EXPEND						12	25,698		700,865	726,563
0901 UTILITIES	4,090		10,650			9,324	687,120			687,120
0300 PERSONNEL							298,804	207,073		505,877
0400 AUDITOR		26	39,281	25,103	65,705	4,184	356,168	5,915	133,598	495,681
0500 TREASURER			31,347	19,332	109,764	8,248	202,455		248,643	451,098
0700 CO COUNSEL				3,830		2,932	172,500	128,314		300,814
0900 BLDG & GRND	6,067	(131)	7,481			6,016	342,984	98,039		441,023
0950 CUSTODIAL	2,939		7,652			6,217	187,867	182,207		370,074
1800 ADMIN SVCS	1,375					1,749	233,805	797,034		1,030,839
1900 INFO TECH	902	121	361			42,666	1,229,556	206,772		1,436,328
1700 CO ADMIN						109	313,223		119,100	432,323
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Total Allocated	\$18,188	\$16	\$104,100	\$56,615	\$175,469	\$91,389	\$4,445,938	\$1,633,274	\$1,202,206	\$7,281,418
Roll Forward	12,492	(8)	83,754	47,024		34,507	1,235,406			1,235,406
Proposed costs	\$30,680	\$8	\$187,854	\$103,639	\$175,469	\$125,896	\$5,681,344	\$1,633,274	\$1,202,206	\$8,516,824
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